

Severity 1 being low to 4 being major

Risk rating after control measures

Issue	Area of risk	Specific risk	RAG	Severity 1 being low to 4 being major				Control measures	Person(s) responsible	Risk rating after control measures			
				1	2	3	4			1	2	3	4
Children	1. Children returning to school	Higher risk of transmission of virus as pupil numbers increase and staffing increases alongside this. All children considered vulnerable					4	<ul style="list-style-type: none"> <li>- All children have an individual risk assessment analysing whether they are safe in school or at home. Risk assessment done in conjunction with parents and put into effect.</li> <li>- Children/staff are operating in reduced groups/bubbles with more static staff where possible to limit contact with others. This assists in identifying those at risk if someone develops symptoms/tests positive for Covid-19. <b>School is open for Key worker children only on a Friday morning.</b></li> <li>- EHC - <b>The school is meeting requirements around EHCs of the children subject to risk level and availability of staff, and is following guidance.</b></li> <li>- <b>During lockdown 3.0 there will be no new transitions.</b></li> <li>- Risk assessments for children are in place and reviewed on an annual basis or updated where necessary as part of standard practice, CV19 to be threaded through them.                             <ul style="list-style-type: none"> <li>- Regular washing of hands is timetabled at arrival, before and after feeding, when using shared rooms, when going outside, and when leaving at the end of the day.</li> </ul> </li> <li>- Each classroom has a register of people who enter the classroom to include staff, therapists, lunch time assistants etc.</li> <li>- No plans for After School Club to re-start at the moment. Will review <b>later in Spring term.</b></li> <li>- Any families with concerns over returning can continue to receive support from LA and social workers. Class staff have maintained weekly contact via welfare calls/zoom for parents and <b>daily zooms for pupils.</b></li> <li>- Mandatory use of facemasks is required in communal areas and corridors inside the school and residential buildings for all staff, agency staff and visitors.                             <ul style="list-style-type: none"> <li>- Mandatory use of face masks on handover for all parents/carers/transport staff who are dropping off/picking up children.</li> </ul> </li> </ul>	VDw/RA Group		2		
	2. Children's transport	Higher risk of transmission of virus as pupil numbers increase. All children considered vulnerable.				3	<ul style="list-style-type: none"> <li>- PPE (face coverings) to be worn by escorts and bus drivers on school transport and social distancing to be maintained where possible.</li> <li>- Handrails and handles to be sanitised by drivers after each journey.</li> <li>- Stock of sanitiser spray, cleaning cloths, hand sanitiser, disposable aprons and gloves to be held in each bus being used.</li> <li>- Bin bag to be held on each bus for disposal of cloths and PPE daily.</li> <li>- Max 5 children, 2 escorts and 1 driver per bus and 2 children, 1 escort and 1 driver in the caddy.                             <ul style="list-style-type: none"> <li>- Escorts and drivers provided with PPE training by KS.</li> </ul> </li> <li>- Class times are staggered to support social distancing measures on arrival/departure. Two additional school transport routes have been implemented to aid in this (two additional drivers appointed for these routes). Children are transported by age group as part of wider bubbles.</li> <li>- Children arriving on school buses are dropped off at the rear of McGregor Hall to reduce numbers in reception areas.</li> <li>- Children arriving/departing via private transport are not allowed into the building unless a member of their teaching staff is there to escort them in.</li> <li>- No parents/outside drivers are permitted to enter reception when dropping off/picking up children. Children's handover is at the threshold of the entrance. - (See procedure document "PROCEDURE FOR PUPILS ARRIVING AT AND DEPARTING FROM SCHOOL VIA RECEPTION".)                             <ul style="list-style-type: none"> <li>- Cleaning station in each reception room with stock of hand sanitiser and hand wipes to be used by all children and adults.</li> </ul> </li> </ul>	RA Group/FB		2			

	3. Dinner and tea time	Children & Staff in closer proximity to each other in dining room so higher risk of transmission.				3	<ul style="list-style-type: none"> <li>- Dinner time now held in classroom.</li> <li>- Lunch time assistants to prepare trolleys of meals and deliver them to each class to reduce movement of teaching staff in school. <b>Lunch time assistants are designated to specific bubbles.</b></li> <li>- School staff lunches will no longer be prepared by canteen staff to reduce staff movement between kitchen/dining areas and classrooms.</li> <li>- Residential will stagger the evening meal or keep suitable recommended safe distances. Any gastrostomy feeds will be done separately.</li> </ul>	KB/Taylor Shaw	1		
	4. Child displaying symptoms	Could indicate Covid 19 and therefore transmission whilst onsite.				4	<ul style="list-style-type: none"> <li>- Procedures developed for staff confirming how to deal with this event (see procedure documents "PROCEDURE FOR WHEN A PUPIL HAS SYMPTOMS IN SCHOOL" and "PROCEDURE FOR WHEN A PUPIL HAS SYMPTOMS IN RESIDENTIAL").</li> <li>- Consideration to be given on whether its deemed necessary to inform other staff/parents that a pupil/staff member has been sent home with symptoms. Where other parents are to be informed then this will be done by the school nurse KS.</li> </ul>	VDw/RA Group		2	
	5. Parents contacted by track & trace team	Child may be infected				4	<ul style="list-style-type: none"> <li>- Any parent contacted by the track and trace team and advised to isolate must advise the Acting Head of School of the situation and keep their child off school as per Govt guidance (mandatory isolation period expired).</li> </ul>	VDW/RA Group	1		
	6. Classrooms	Safety of children in the classroom				4	<ul style="list-style-type: none"> <li>- Class teachers/staff to update thier room/specific area risk assessment to enable CV 19 related risks to be identified and mitigated depending on circumstances specific to that classroom/group of children. Each child has their own individual risk assessment.</li> <li>- Each classroom has a supply of cleaning products (wipes, anti-viral spray, cloths, bin bags) for use by teaching staff to clean down high touch areas, shared items.</li> <li>- Classroom staff to advise MH when supplies need to be replaced.</li> <li>- All rooms/offices to keep windows open at all times for additional ventilation where possible.</li> </ul>	JE/ Class Teachers		2	

School is divided into bubbles and wider bubbles as follows: **EYFS & 6th Form** - Orange, Vanilla, Strawberry, Mango & Coconut; **EYFS & 6th Form** - Mint; **Primary** - Apple, Peach & Banana; **Secondary** - Rosemary, Cinnamon & Ginger; **Residential**

Staff	8. Staff being onsite	Higher risk of transmission of virus as staff numbers increase				3	<ul style="list-style-type: none"> <li>- Staff to adhere to government and school guidance including social distancing (1m +) measures, cleanliness and use of PPE.</li> <li>- Staff are to challenge one another where they see instances of other members of staff failing to follow the guidance.</li> <li>- Residential staff are a small team and have consistent staff working only.</li> <li>- School is operating staggered hours to limit social interaction.</li> <li>- Site has a one way sytem in place to move around the building to aid in social distancing.</li> <li>- Message reinforced regularly about infection control and hand washing</li> <li>- Staff encouraged not to share pen for signing in/out.</li> <li>- Cleaning station in each reception room with stock of hand sanitiser and hand wipes to be used by all children and adults.</li> <li>- For classroom based staff, regular wasing of hands is part of the school timetable including on arrival, before and after feeding, before and after personal care, before and after using PPE.</li> <li>- Rooms dedicated to staff breaks have been increased to allow for social distancing during breaks.</li> <li>- RSB to look into availability/sourcing of seasonal flu jabs for staff to increase seasonal resilience.</li> <li>- As per PHE recommendation, staff to be asked to undertake weekly Covid tests. <b>This can be done via local centres or onsite as we are a new pilot (see line 39.)</b></li> <li>- <b>Classroom staff have thier temperature checked every morning prior to going in the classroom.</b></li> </ul>	VDw/AG/KB		2	
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	9. Staff returning to work following illness with CV19 symptoms	Staff return too soon				3	<ul style="list-style-type: none"> <li>- HR &amp; Head of School to carry out a risk assessment for each staff member returning (including exact details of illness &amp; dates) to ensure they return only if safe to do so.</li> <li>- Staff would carry out a return to work interview with line manager on first day back to reinforce key messages.</li> <li>- A pre return to work telephone call is made to any staff member with CV19 related absence to ensure they are safe to return, answering set questions.</li> </ul>	VDw/KB	1			
	10. Staff showing symptoms	Staff may have the virus				3	<ul style="list-style-type: none"> <li>- Any staff showing symptoms would be sent home immediately (see procedure documents "PROCEDURE FOR WHEN A STAFF MEMBER HAS SYMPTOMS IN SCHOOL" and "PROCEDURE FOR WHEN A STAFF MEMBER HAS SYMPTOMS IN RESIDENTIAL").</li> <li>- Any staff showing symptoms would be expected to seek a test for CV19 and inform school of the result.</li> <li>- Cleaning protocol would be implemented if any staff showed symptoms in terms of deep clean of the areas they had come into contact with.</li> </ul>	Senior Mgmt. KB/FB	1			
	11. Staff who have been in contact with children displaying symptoms	Symptoms could be the virus and there could have been transmission				3	<ul style="list-style-type: none"> <li>- Any child displaying symptoms to remain in situ to be immediately assessed by the school nurse or, if in residential, isolated in their bedroom.</li> <li>- Staff to wear suitable PPE immediately for the duration any staff member is with child.</li> <li>- Child to be sent home.</li> <li>- Staff to follow latest guidance which at present is that they are able to remain in work unless they develop symptoms.</li> <li>- Consideration to be given on whether it is necessary for staff member to be sent home if they have been in close contact with a child sent home with symptoms (if they have been less than 2 meters, for over 15 minutes without PPE) until test result of child is known. Each case to be considered on its own merits.</li> <li>- Any staff developing symptoms to inform school and apply for a CV19 test.</li> </ul>	Staff members, VDw, KB	1			
	12. Infection of staff who are considered vulnerable	Vulnerable staff are at a higher risk of being seriously ill				4	<ul style="list-style-type: none"> <li>- All staff written to ask for them to identify themselves to SLT if considered in this category so that an individual risk assessment can be carried out and measures put in place.</li> <li>- Staff received second letter 9.11.20 asking them inform SLT if they consider themselves vulnerable (or live with someone vulnerable) and therefore have an individual risk assessment.</li> <li>- As per Govt guidance, following lockdown on 5th January 2021, Any staff classed as extremely clinically vulnerable should be working from home/not in work until the end of the lockdown.</li> </ul>	Staff members, SLT, KB		2		
	13. Staff contacted by track & trace team	Staff may be infected				4	<ul style="list-style-type: none"> <li>- Any staff contacted by the track and trace team and advised to isolate must advise us of the situation, provide evidence of such where possible, and not come into school/work as per Govt guidance (mandatory isolation period expired).</li> </ul>	Staff members/VDw/RA Group/KB	1			

Walking around building	14. Being able to social distance	Higher risk of transmission of virus if in close proximity					<p style="text-align: center;">4</p> <ul style="list-style-type: none"> <li>- Residential staff have reduced access to the school and are based off school site in Bradbury house.</li> <li>- Regular communication from Acting Head of School to reinforce key messages.</li> <li>- Head of care in daily contact with the residential team via daily diary notes. All staff to read and sign.</li> <li>- Staff adhere to government and school guidance including social distancing (1m+) measures, cleanliness and use of PPE and challenge one another where they observe guidance not being followed.</li> <li>- Introducing a mobility route for staff to walk around the building with a "one way" system to limit contact.</li> <li>- Introduced "one room/ one person" control for common areas such as newsroom and pantry to limit contact. Residential staff to only sleep overnight in their own bedrooms in Bradbury house. not to share bathrooms</li> <li>- Introduced maximum capacity of people in certain common non-teaching spaces. Notices are on the doors. Increased number of break rooms and designated specific rooms for specific staff to allow for social distancing.</li> <li>- All non essential meetings cancelled.</li> <li>- Staff to telephone others in building, not go to see them</li> <li>- Classroom and residential telephones have external calls now enabled so staff no longer need to hot desk.</li> <li>- Markings on floors are not being used to assist with social distancing as these markings would not be helpful due to the reality of the children's visual and mobility needs. Social distancing is maintained where possible based on the needs and mobility of our children.</li> </ul>	Individual members of staff (all)		2		
Cleaning	15. Infection control	Need to maintain high levels of cleaning and infection control				<p style="text-align: center;">4</p> <ul style="list-style-type: none"> <li>- Every classroom has a supply of handwash, handsanitiser, disinfectant spray and cleaning cloths.</li> <li>- Hand sanitiser supplies around building.</li> <li>- Cleaning regime amended to focus on areas with frequent touch such as rails/doors etc. Cleaning hours and cleaning staff numbers increased. Shared space rooms (soft play, sensory, swimming pool are cleaned between each use. <b>Gym and Food tech no longer in use.</b></li> <li>- Over summer break everywhere has been deep cleaned and this is ongoing.</li> <li>- Cleaning routines are flexible depending on area of need.</li> <li>- Procedure for cleaning rooms in which a staff member/child with symptoms has been present is in place. (see procedure documents "PROCEDURE FOR WHEN A PUPIL HAS SYMPTOMS IN SCHOOL" and "PROCEDURE FOR WHEN A PUPIL HAS SYMPTOMS IN RESIDENTIAL" and "PROCEDURE FOR WHEN A STAFF MEMBER HAS SYMPTOMS IN SCHOOL" and "PROCEDURE FOR WHEN A STAFF MEMBER HAS SYMPTOMS IN RESIDENTIAL").</li> <li>- Additional cleaning requirements identified for September 2020 onwards. Site will be deep cleaned during school holidays.</li> </ul>	FB/PG/MH		2			

	16. Cleaning of toys/equipment/books	Increased numbers on site means increased use of toys/equipment				3		<ul style="list-style-type: none"> <li>- Cleaners instructed to disinfect fixed playground equipment outside.</li> <li>- Staff to either assign soft toys to individual children or store them away.</li> <li>- Staff to clean down hard toys/books after use and at the end of the day. Each class has it's own store of cleaning supplies for staff use.</li> <li>- Staff to take ownership of cleaning toys and shared equipment in McGregor and Gym if used.</li> <li>- Staff to take ownership of cleaning of music equipment if used.</li> <li>- Staff to take ownership of cleaning of sensory equipment for SALT if used.</li> <li>- Staff to take ownership of cleaning of toys and shared equipment in Bradbury. Bradbury has its own store of cleaning supplies for staff use.</li> <li>- Staff have seperated each child's toys into individual boxes. cleaned down each night after use. staff are cleaning all shared equipment after each use.</li> </ul>	All staff	1			
	17. Cleaning of swimming pool area and changing rooms/soft play/sensory room/ gym/food tech	High use rooms that could spread infection					4	<ul style="list-style-type: none"> <li>- Rota for use of pool/sensory room/soft play have been implemented with breaks for cleaning in between class use. Increased supervision of cleaning regimes by supervisor (MH). <b>Gym and food tech no longer in use during lockdown 3.0</b></li> </ul>	FB/PG		2		
Procedure for a suspected case	18. Staff unsure what to do	Could create additional risks					4	<ul style="list-style-type: none"> <li>- See procedure documents "PROCEDURE FOR WHEN A PUPIL HAS SYMPTOMS IN SCHOOL" and "PROCEDURE FOR WHEN A PUPIL HAS SYMPTOMS IN RESIDENTIAL" and "PROCEDURE FOR WHEN A STAFF MEMBER HAS SYMPTOMS IN SCHOOL" and "PROCEDURE FOR WHEN A STAFF MEMBER HAS SYMPTOMS IN RESIDENTIAL".</li> </ul>	All staff	1			
Procedure for confirmed case	19. Staff unsure what to do	Could create additional risks					4	<ul style="list-style-type: none"> <li>- Contact DFE helpline and follow advice.</li> <li>- See procedure documents "PROCEDURE FOR WHEN A STAFF MEMBER HAS A POSITIVE TEST RESULT" and "PROCEDURE FOR WHN A PUPIL HAS A POSITIVE TEST RESULT".</li> </ul>	All staff	1			
Stock and Supplies	20. Insufficient cleaning supplies	Need cleaning supplies for infection control.					3	<ul style="list-style-type: none"> <li>Currently have stock of handwash, hand saniter (70% alcohol), antibacterial spray, toilet rolls, hand towels etc.</li> <li>- Regular stock checks to take place and order as required.</li> <li>- Stock supplies have improved since lockdown. This is less of a concern.</li> <li>- Have more than one supplier of cleaning supplies now.</li> </ul>	FB/PG/MH	1			
	21. Inability to secure Asda order for classroom supplies	Need fresh classroom and Resi consumables for pupils usually via Asda					2	<ul style="list-style-type: none"> <li>- Supplies such as yoghurts, bread, fruit, snacks, juices, wipes are provided by Asda order. Items can be purchased using petty cash where required if a delivery slot can not be secured. We can be reactive.</li> <li>- Some items could be purchased through Taylor Shaw.</li> <li>- Supplies are sufficient and will be reviewed inline with pupil numbers and Govt guidance.</li> <li>- Any missing items needed for Bradbury house on a Monday should be identified by MH and residential staff and purchased at ASDA on the high street.</li> <li>- Items for Food technology to be purchased via Asda order and click &amp; collect. To be picked up by Caretaker if no delivery slot is available.</li> </ul>	KB/MH	1			

	22. PPE supplies	Need PPE to be covid safe				4	<ul style="list-style-type: none"> <li>- All classrooms have a supply of disposable gloves and aprons.</li> <li>- Have a stock of masks and visors. These are located in medical room and residential.</li> <li>- Residential and medical staff reporting to FB weekly on use of masks and visors to inform orders.</li> <li>- MH reporting to FB on use of aprons, gloves and hand sanitiser to inform orders.</li> <li>- Staff to be instructed when use of PPE is specifically required.</li> <li>- Staff can wear a face mask, gloves and apron at all times if they wish to make a personal choice.</li> <li>- We are part of the LCC central ordering system for PPE which is well provisioned. Orders can be fulfilled within days.</li> <li>- FFP3 masks and face fit testing is being sourced to allow for return of pupils who are subject to aerosol generating procedures.</li> </ul>	FB	1			
Catering	23. Catering needs to be provided for children returning	Insufficient staffing or supplies				3	<ul style="list-style-type: none"> <li>- Team of supply catering managers available if both staff were unavailable. Catering manager has a book with all allergen details for any supply staff to use.</li> <li>-Catering provider, Taylor Shaw, are a national organisation with strong logistics system for orders and deliveries.</li> <li>- JE to supply catering team with updated pupil numbers each week.</li> </ul>	KB/taylor Shaw	1			
Building Maintenance	24. Planned Maintenance company was deemed non-essential so not available during initial lockdown.	Any planned maintenance not carried out could deem some areas unsafe				3	<ul style="list-style-type: none"> <li>- All essential planned maintenance has been carried out.</li> <li>- Cunningham Brown have been operational since start of June.</li> </ul>	PG	1			
Contractors / Visitors	25. Visitors to site not following new procedures	Risk of transmission				3	<ul style="list-style-type: none"> <li>- Only essential visitors allowed on site. Diary request procedure to be used for all visits. All visitors to school are to sign in at reception. (Therapists to sign in at therapy sign in sheet located in main corridor).</li> <li>- Procedure document for each visitor to site explaining safe systems of work due to covid such as social distancing, one way system, limit in numbers of rooms, PPE requirements and expectation of regular handwashing.</li> <li>- Any visitors to sign a copy of procedures to ensure they have been read and will be adhered to (see procedure document "PROCEDURE FOR VISITORS/CONTRACTORS").</li> <li>- Cleaning station in each reception room with stock of hand sanitiser and hand wipes to be used by all children and adults.</li> <li>- All visitors to wear a mask while in communal areas.</li> <li>- Instead of sharing visitor lanyards, all visitors to be given a visitor sticker.</li> <li>- As per PHE recommendation, Reception staff to make use of infrared thermometer for all visitors upon entering and exiting the building.</li> <li>- Any planned visitors for pupils are required to carry out a CV19 test before arrival onsite and evidence their negative result.</li> </ul>	KB/FB/VDw	1			

<b>Workforce Management</b>	26. Ensuring staff are fully informed of new ways of working	Staff may not adhere to guidance				3	<ul style="list-style-type: none"> <li>- School risk assessment team meet regularly</li> <li>- School building risk assessment produced and is available in the newsroom for staff. Copy emailed to all staff.</li> <li>- Staff are regularly reminded of new safe working practices and the importance of ensuring the current safety measures are implemented.</li> <li>- Weekly briefing notes are emailed to all staff.</li> <li>- All documents are updated to take into account changes to the national guidance and therefore working environment.</li> </ul>	SLT / Charity	1		
<b>Rushton Futures on shared site</b>	27. Rushton futures operates on same site	Risk of transmission through any sharing of staff/equipment				2	<ul style="list-style-type: none"> <li>- RF are on site 830 - 4pm for occasional/emergency use for service users. The service is predominatly off-site during lockdown 3.0</li> <li>- Rushton Futures has its own detailed risk assessment.</li> <li>- Those risks that are shared are included in their risk assessment also and this has been reviewed and approved by the Head of Finance &amp; Administration and the Committee of Management.</li> <li>- This does not include sharing of rooms or equipment at this time but risk assessments will be reviewed when required. Shared space cleaning has been designed to allow for use of shared spaces by RF eventually.</li> </ul>	RF SLT	1		
<b>Local Outbreak</b>	28. Controlling outbreak	Risk of transmission to staff and pupils				4	<ul style="list-style-type: none"> <li>- If an outbreak is identified, we will follow guidance in dealing with this depending on the circumstance. We will contact the DfE helpline.</li> <li>- We would contact and work with the DfE and local Health Protection Team who would guide the process from there following one positive case. The Acting Head of School will be the point of contact for the Health Protection Team.</li> <li>- Options would be to send home the "bubble" or whole school if required, reduce hours, request some children do not attend</li> <li>- Staff to use Zoom to keep in touch wth those at home.</li> </ul>	RA Group/VDw/KB/F B		2	
<b>Commisioned Services</b>	29. Staff on site/going into class	Risk of transmission to staff an pupils				3	<p>Both in-house and peripatetic. Remote sessions, where possible, are being used.</p> <ul style="list-style-type: none"> <li>- Any staff going into classrooms will adhere to the 1m+ social distancing rule where possible.</li> <li>- If any close contact they will wear suitable PPE alongside Washing hands before and after session with children,</li> <li>- Non RSB based therapists to read and sign risk assessment.</li> <li>- External therapists and usual diary request procedure to be followed.</li> <li>- External Occupation Therapy and Physiotherapy have resumed on site this term and have provided external risk assessment documentation that has been approved by Head of Therapy (AG) and risk assessment team. These risk assessments will be followed by these therapists as additional supporting documents to this School Risk Management Plan.</li> <li>- SaLT being carried out via one bubble per fortnight.</li> <li>- Any therapies where there is contact with children, therapists to speak to families to make them aware of contact sessions.</li> </ul>	AG		2	

Staffing shortages	30. Insufficient staff to meet needs	Sufficient staff required to meet guidance to safely operate as per Aug 28th guidance			3		<ul style="list-style-type: none"> <li>- Additional bus escorts and drivers are in place to allow for staggered class start times.</li> <li>- All recruitment that was suspended due to COVID has now recommenced <b>where possible</b>.</li> <li>- Not looking to commence with volunteers onsite at this time.</li> <li>- Review of senior staff and the bubbles they operate in has been undertaken to minimise disruption in the event of a positive case.</li> <li>- Risk Assessment group has reviewed roles of key staff and who could carry out key tasks in their absence to ensure continuity.</li> </ul>	VDw/KB/FB/RA group	1		
Safeguarding	31. Safeguarding to be considered	Need to ensure practices & policy reflect any guidance changes.			2		<ul style="list-style-type: none"> <li>- Policy may need updating to reflect any guidance changes. <b>Latest update was October 2020.</b></li> <li>- Any changes will be part of staff training, Governor meeting and available on website when completed.</li> <li>- From September 2020 DBS checks have been in person again, not via video calls.</li> </ul>	LH	1		
Remote Education	32. Children not accessing education	Need to ensure continuity of contact and learning opportunities			2		<ul style="list-style-type: none"> <li>- Pupils who are isolating or shielding will receive a daily zoom session with the remote learning team. There is an online learning platform which will contain a selection of activities for all pupils and teachers will upload individual activities for their classes/ pupils at the appropriate level for a daily activity slot. Sensory activity packs have been sent out to all pupils to allow for practical sensory activities to be carried out at home.</li> <li>- Families of children who have not attended have had weekly welfare calls from from a member of the remote learning team. - These two measures would continue for any children who were unable to attend from September.</li> <li>- If, as a contingency, remote education was required due to an outbreak this will continue. We would also look at other options such as a graduated response, reduced hours, identify those most vulnerable and action any individual needs.</li> <li>- If full closure was required, families and staff would be contacted via email and phone calls.</li> </ul>	RA Group/VDw/KE	1		
Curriculum/Pastoral Support	33. Children, families and staff could need support	Need to ensure support provided			2		<ul style="list-style-type: none"> <li>- Individual risk assessments carried out by teachers <b>and uploaded onto schoolpod.</b></li> <li>- Emotions/feelings work carried out by teachers regarding returning to school.</li> <li>- Regular communication to parents.</li> <li>- Any pastoral support identified by teachers can be referred to <b>family support team</b></li> <li>- Staff welfare to be addressed in supervisions</li> </ul>	RA Group/line managers	1		
Community use at weekend - Waterbabies	34. Concern that external visitors may increase risk of transmission for school.	Risk of virus transmission			3		<ul style="list-style-type: none"> <li>- Waterbabies only attend on a Saturday when school pupils not on site. <b>(not attending site during national lockdown until 22nd February 2021)</b></li> <li>- Waterbabies have put in a range of additional measures to mitigate risk of transmission such as no spectators allowed, strict arrival/departure times of clients, cleaning in between classes, cleaning at end of day, no equipment to be left onsite, no lost property to be left onsite</li> <li>- The pool and changing areas are deep cleaned each morning so the whole area will have a full clean on a Monday morning before any school classes use the facility.</li> </ul>	KB/PG	1		



<b>Fire Evacuation</b>	35. Concern that designated assembly point could not accommodate social distancing	Risk of transmission				3		- Designated fire evacuation assembly point to be changed to along the fenceline of playground and the field. Signs to be put up for each class and allow for 2 meter distance inbetween.	FB/PG		1		
<b>Items from home</b>	36. Children could bring in items from home that are not sanitised	Risk of transmission				2		- Parents to be reminded about children bringing in items from home: not to bring in non essential soft toys or other personal items. Only wipeable items such as lunch box and water bottle permitted. - Staff to wipe these items down when first used.	VDw/JE		1		
<b>Supply staff</b>	38. Concern of increased risk of transmission as may go into several schools	Risk of transmission					4	- Use of regular supply agency only who understand our needs. - Use of consistent supply staff where possible. - As per visitor procedure and PHE recommendation, supply staff to be have temperature taken upon entering and exiting the building. - As per PHE recommendation, <b>supply staff are required to undertake a Covid 19 before entering site and provide the result prior to arrival.</b>	JE			2	
<b>Staff testing</b>	39. Staff unable to access a CV test	Risk of transmission						- RSB is now a pilot testing site so all staff are able to access a CV19 test onsite. As per PHE advice we are asking this to be carried out weekly for all staff including long term supply.	VDw/JE/KB				1
<b>New National Lockdown 5th Jan 2021.</b>	40. Safe and manageable plan for children and staff to attend	Risk of transmission					4	- In response to new national lockdown, school was closed to all pupils and most staff on 5th Jan 2021 for planning. - All staff were contacted and asked to confirm availability - All parents were contacted to ask for their status and plans. - Risk Assessment group met to discuss. - Smaller classes can be safely staffed, in line with union advice. - Gym and Food tech no longer to be used in bid to minimise movement. - All bus transport can continue. - Therapists will be back on site as they were prior to Christmas. - Residential is able to remain open. - Due to staff availability, any classroom staff absence will result in class closures as we have no further capacity within bubbles and we will not utilise supply during this period. - Due to staff availability, any 1:1 staff who are absent will result in their designated child unable to attend for the duration of the absence.	RA Group			2	

- There are a number of scenarios where the schools operations might be closed – either partially or fully. This could include:
  - o Isolated case of infection affecting a bubble and maybe wider bubble, residential and transport.
  - o Cluster of infections affecting wider bubble, residential, transport and possibly whole school.
  - o Widespread number of infections affecting a number of bubbles.
  - o Insufficient staffing numbers to deliver safe education.
  - o Insufficient cleaning and infrastructure provision to maintain levels of hygiene required.
  - o Lack of resources, including PPE.
  - o Local, regional or national lockdown.
  - o Directive to close (partially or fully) form a regulatory body

**Consultation**

Staff signposted by daily briefing of the risk Assessment.  
Risk Assessment available in the newroom and staff rooms  
Version D of risk assessment discussed with PB risk assessment group on 18.6.20  
Version D of risk assessment emailed to all staff on 23.6.20 & available in newsroom  
Version E of risk assessment emailed to all staff on 22.7.20. Further version in preparation for September underway.  
Version F of risk assessment updated following newest guidance and Covid meeting on 7.9.20, further updated 11th Sept re use of masks in communal areas.  
Version G of risk assessment updated following risk assessment meeting on 16.9.20 and 23.9.20  
VERSION H of risk assessment following risk group meeting on 10th November 2020.  
Version I following start of term Jan 2021 and new lockdown 3.0. Draft discussed at risk assessment group on 6th Jan

Most Recent Guidance  
considered

<https://www.gov.uk/government/publications/guidance-for-full-opening-special-schools-and-other-specialist-settings/guidance-for-full-opening-special-schools-and-other-specialist-settings>

<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools>

<https://www.gov.uk/government/publications/guidance-for-full-opening-special-schools-and-other-specialist-settings/guidance-for-full-opening-special-schools-and-other-specialist-settings>

<https://www.gov.uk/government/publications/guidance-for-full-opening-special-schools-and-other-specialist-settings/guidance-for-full-opening-special-schools-and-other-specialist-settings>

Liverpool going to Tier 3 as a very high risk area

New national Lockdown 5th November - 2nd December

New national Lockdown 5th January - 21st February 2021.

2nd July 2020

28th August 2020

8.9.20

17.9.20